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HARYANA GOVERNMENT
INDUSTRIES AND COMMERCE DEPARTMENT

Notification

The 18th April, 2016

No. 49/43/2015-4IB1.—In pursuance to the provision under Chapter 12 of Enterprises Promotion Policy 2015 notified *vide* No. 49/43/2015-4IB1 dated 14th August, 2015 the Governor of Haryana is pleased to notify the scheme of “Start-ups/First Generation Entrepreneurs” for setting up of Micro & Small Enterprises. The scheme will consist of the following provisions:

1. Objectives of the Scheme:

To encourage and give support to the prospective start-ups/ first generation entrepreneurs of the State for setting up of Micro & Small ventures having poor financial position.

2. Eligibility Criteria for Start-ups:

Professionals such as Engineers, MBA, CA with five years experience even without having any business background (first generation entrepreneurs) shall be eligible. The net worth of the promoters should be less than the required capital as per their project report. The gap in the promoters contribution shall be bridged by provision of concessional funding from the scheduled banks (the State Government would allow Interest Subsidy @ 5% PA). The facility for providing collateral free loan will also give tremendous support to the start-ups/first generation entrepreneurs.

- 2.1 The plant and machinery installed by the unit should be new or second hand imported machinery with residual life of ten years.
- 2.2 The above incentive will be available if the units are set up in 'B', 'C' and 'D' Category Blocks.
- 2.3 The unit should not have been placed in the restrictive list as notified by the State government from time to time.
- 2.4 The unit should have obtained NOC/CLU from competent Authority if applicable.
- 2.5 The unit should be in commercial production.

3. Financial Assistance:

- 3.1 Exemption of 100% VAT/SGST upto turnover of Rs. 3.00 crores for three years whichever is earlier in 'B', 'C' and 'D' Category Blocks. No other taxes including local municipal tax will be leviable till such time (Achievement of Rs.3.00 crore turnover or three years whichever is earlier).
- 3.2 Such enterprises shall be exempted from inspection of the concerned departments except in the cases where it is mandatory by law.
- 3.3 The entrepreneurs covered under this category would be given Interest subsidy @ 5% for Micro & Small Enterprises on term loan for maximum upto Rs. 10.00 lacs per year for 3 years in 'B', 'C' & 'D' categories Blocks (the entrepreneurs shall have to apply for Interest Subsidy separately).

4. Commencement and Applicability:

The Scheme shall commence with effect from 15.8.2015 and shall remain in operation for a period of 5 years. The exemption from payment of VAT/SGST shall be admissible to the units, which come into commercial production on taking effective steps for the setting of industrial units such as filing of EM Part-I/UAM, leasing/ renting/ construction of industrial building, purchase & installation of plant and machinery after 14.08.2015 and before 14.08.2020 shall be admissible for exemption.

5. How to apply:

- 5.1 The eligible entrepreneurs shall submit their applications on the prescribed proforma (Annexure-I) on the e-biz portal of the department within three months of the date of going into commercial production. The commercial production shall be considered as date of first sale bill issued by the unit. The entrepreneurs should have also filed EM Part-II/UAM with concerned District Industries Centre.
- 5.2 The application would be processed and examined. The deficiencies, if any, would be communicated to the applicant on-line within a period of 10 working days and the applicant would be given a time period of eight weeks to rectify the deficiencies so pointed out.
- 5.3 In case the deficiencies are not removed within prescribed period, the claim shall be filed by the Competent Authority, under intimation to the party through e-mail.
- 5.4 The claim application so filed may be reopened with the orders of Director of Industries & Commerce provided request for the same is received within a period of 30 days from the date of rejection of the claim by the designated Competent Authority.

6. Competent Authority:

The Director Industries & Commerce shall be competent to issue eligibility certificate to Excise and Taxation department for granting benefit of 100% exemption from payment of VAT/SGST net paid upto turnover of Rs. 3.00 crore for three years, whichever is earlier within 30 days from the completion of case.

7. Appellate Authority:

The Entrepreneur can file appeal to the Principal Secretary, Industries & Commerce against the decision of Director Industries & Commerce within the 30 days of the communication of the decision. The decision of the Principal Secretary of Industries & Commerce shall be final.

DEVENDER SINGH,
Principal Secretary to Government of Haryana,
Industries and Commerce Department.

Annexure-I**Application form for exemption from payment of VAT/SGST by Start-ups/ first generation entrepreneurs.**

Sr. No.	Particular	Details
1.	Name of the entrepreneur	
2.	Business background of entrepreneur /Father/Mother, if any	
3.	Professional qualification of the entrepreneur and year of acquiring qualification(Engineers/MBA/ CA etc.)	
	Experience of Entrepreneur post professional qualification	
4.	Aadhar No. of Sole Proprietor/ Partners/Directors(Optional)	
5.	Name & address of the unit with telephone No. & e-mail	
6.	Name of the block in which unit is located & category (B/ C/ D)	
7.	Category of the unit (Micro/Small)	
8.	Whether sole proprietorship/ partnership/company	
9.	EM Part-II/UAM (filed under MSMED Act) No. & date	
10.	VAT/SGST registration No.	
11.	Item of manufacture	
12.	Date of commercial production (first sale bill)	
13.	Details of total fixed capital investment (attached CA certificate) (i) Land (ii) Building (iii) New Plant & Machinery/Equipments	
14.	Installed capacity in quantity & value	
15.	Proposed Turnover of the unit(In Rs.)	
16.	Proposed Number of persons employed	

17. Self attested copies of documents to be attached with the application:

- i. Copy of Certificate of Incorporation/ Partnership deed
- ii. Copy of Board resolution/ Power of attorney.
- iii. Copy of EM Part-II/ UAM acknowledgement
- iv. CA Certificate regarding fixed capital investment in land, building, Plant & machinery.
- v. Copies of the purchase invoices of plant & machinery/ equipments
- vi. Copy of first sale bill.
- vii. Documentary evidences regarding effective steps taken for the setting up of industrial units such as filing of EM Part I/UAM, leasing/renting/construction of industrial building, purchase & installation of plant and machinery, after 15.8.2015.

Signature of the applicant.
(with seal)

Declaration:

I, _____ do hereby solemnly state that I am proprietor/ partner/ director/ _____ of M/s _____ located _____ which is engaged in the manufacture of _____ and I have been authorized to apply for exemption from payment of VAT/SGST with the Department of Industries and Commerce, Haryana.

2. I do hereby affirm that the particulars given in the application are correct. In case any of the statement/ information furnished in the application/ documents later found to be wrong or incorrect or misleading, I do hereby undertake to refund the entire amount of VAT/SGST exemption granted to me, alongwith compound rate of interest @12% per annum, besides facing legal action in case facts contained in this application are proved to be wrong at the time of verification/ checking or otherwise at any stage.

Dated:

Signature of the applicant.
(with seal)

Annexure-II

Certificate from Chartered Accountant regarding investment in plant & machinery (on a CA letter head)

To whom it may concern

The records of M/s with their regd. office at..... and factory located at in respect of investment in plant & machinery (original purchase value) of the company has been verified. It is certified that the entrepreneur has installed new plant & machinery and investment made in plant & machinery as on date..... stands as Rs.....

Name & signature of the Chartered Accountant
with stamps & CA membership number

Dated:

HARYANA GOVERNMENT
INDUSTRIES AND COMMERCE DEPARTMENT

Notification

The 18th April, 2016

No. 49/43/2015-4IB1.—In pursuance to the provision under Chapter 12 of Enterprises Promotion Policy, 2015 notified *vide* No. 49/43/2015-4IB1 dated 14th August, 2015, the Governor of Haryana is pleased to formulate Scheme for grant-in-aid for the setting up of Primary Processing Centres(PPCs)/Collection Centres(CC)s in the Rural Areas of the State. The scheme will consist of the following provisions:

1. Objective:

The objective of the scheme is creation of effective backward linkages and empowerment of farmers. This can be achieved by value addition of produce, providing processing and preservation facilities at village level to help the farmers to enhance shelf life of perishable produce resulting in better remunerative prices for their agricultural produce.

2. Salient Features of the Scheme:

The Scheme of setting up of PPCs/CCs will have the following components:

- (a) Land requirement will be 1-2 acres.
- (b) Processing Facilities at the farm level which may include facilities for weighing cleaning, sorting, grading, packing, pre-cooling, Controlled Atmosphere (CA)/ Modified Atmosphere (MA), Cold Storage, Dry Warehouses and IQF.
- (c) Mobile Pre-cooling trucks/ vans and reefer vans which may be suitable for transportation of the perishable agricultural produce/horticulture/ dairy/meat/poultry/fish produce as per requirement.
- (d) Value addition and or processing of fruits and vegetables, using local produce as raw material.

Note:

- i. The grant-in-aid shall be granted to the units set up in 'B', 'C' & 'D' category blocks.
- ii. The units engaged in value addition and or processing of fruits and vegetables only, shall not be eligible for grant-in-aid available for the primary processing centre. However, such units would be eligible for interest subsidy of 6% on term loan for a period of 5 years, subject to a maximum of Rs. 10.00 lacs per annum in 'B', 'C' & 'D' category blocks, available to Micro, Small and Medium Enterprises.

3. Eligible Sectors:

The Scheme is applicable to both horticulture and non-horticulture produce such as: fruits, vegetables, grains & pulses, dairy products, meat, poultry and fish etc.

4. Eligible Organizations:

The individual entrepreneurs/ farmers, group of entrepreneur/ farmers, associations/organizations, co-operative societies, self-help groups, non-government organizations are eligible for assistance under the scheme for developing the above facilities.

5. Eligibility Conditions:

- (i) The applicant should have good financial back ground to implement the project.
- (ii) The Proposals for the project should be duly appraised by the Bank/ Financial Institutions.
- (iii) The appraisal report should contain the project components for which grant is sought under the scheme.
- (iv) Date of commercial operations should not be prior to the date of submission of application.
- (v) No second proposal from the same applicant/ organization shall be accepted.

6. Procedure for Submission of Applications:

Applicants seeking financial assistance are required to submit their applications in prescribed format (**Annexure-A**) to the Director General, Industries & Commerce within a period of 6 months from the sanction of term loan by the banks/ financial institutions. Condonation of delay in submitting the application for a further period of one month can be permitted with the approval of Director General of Industries & Commerce, keeping in view the merits of the case.

7. Documents required:

- (i) Application in the prescribed format (Annexure-A).
- (ii) Detailed project report.
- (iii) Sanction letter of term loan from bank/financial institutions.
- (iv) Appraisal report from Bank/Financial Institution.
- (v) Certificate of incorporation/registration of the organization, Memorandum and Articles of Association and Bye laws of the society (If applicable)/partnership deed etc.

- (vi) Annual reports and Audited Statement of Accounts of last three years, in case of existing establishment.
- (vii) Blue print of the building plan.
- (viii) Land title documents i.e. sale deed or lease deed.
- (ix) Item wise and cost wise details of civil work envisaged duly certified by Chartered Engineer (Civil).
- (x) Item wise and cost wise details of plant & machinery envisaged duly certified by Chartered Engineer (Mechanical).
- (xi) Copy of SSI/EM/IEM.
- (xii) A declaration to the effect:

“that the organization has not obtained/applied for or will not obtain any grant/subsidy from any Ministry/Department of Central Govt./GoI organization/agencies for the same purpose/ activity/same components”.

8. Pattern of Assistance:

- 8.1 Maximum of amount of grant-in-aid admissible under the scheme is Rs.1.75 crore, which will be provided @ 50% of the eligible project cost, which includes cost of technical civil works and plant & machinery. 35% grant-in-aid if available from Ministry of Agriculture, Government of India shall be deducted from the maximum eligible grant of Rs. 1.75 crore. (in other words, State Government would top-up grant-in-aid @ 15%, if grant-in-aid is also sanctioned by Government of India).
- 8.2 **In-eligible components of civil works:**
- (i) Compound Wall.
 - (ii) Internal Roads.
 - (iii) Administrative Office Building.
 - (iv) Toilets.
 - (v) Labour Rest Room and quarters for workers.
 - (vi) Sanitation Room.
 - (vii) Security/ Guard Room or enclosure.
 - (viii) Consultancy Fee.

In short, all expenditure on account of civil works which is not related to the production or processing is excluded. Construction activities on account of labour welfare are excluded totally.

8.3 Ineligible components of plant and machinery:

- (i) Fuel, consumables, spares and stores.
- (ii) Computers and allied office furniture.
- (iii) Transport vehicles, except reefer vans.
- (iv) Erection, installation and Commissioning, service charges, carriage and freight charges, more than 5 % of the total cost of machinery and equipment.
- (v) Second hand/ old machines / refurbished machinery.
- (vi) Closed Circuit TV Camera and related equipment
- (vii) Consultancy Fee.
- (viii) Stationery items.

9. Sanctioning and Disbursal Authority:

- 9.1 The cases for sanction of grant-in-aid shall be decided by a State Level Committee (SLC) comprising of the following members:

1.	Principal Secretary, Industries & Commerce	Chairman
2.	Director General, Agriculture	Member
3.	Director General, Horticulture	Member
4.	Director General, Animal Husbandry	Member
5.	Representative of the Finance Department	Member
6.	Director General, Industries & Commerce	Member-Secretary

The committee will meet twice in a year. However, keeping in view the number of cases, its frequency can be increased accordingly.

9.2 Quorum of the meeting: The Quorum of the meeting is four members.

9.3 Disbursal Authority: The Director General of Industries & Commerce shall be competent to disburse the grant after compliance of the requisite formalities.

10. Release of grant: The approved grant-in-aid will be released in 2 installments after the beneficiary has spent his share of equity as per the following schedule:

10.1 Release of the 1st instalment @ 50% of the approved grant amount will be released directly in a bank account opened specially for this purpose on production of proof of 50% expenditure by the promoter out of its share of equity and also subject to production of the following documents:-

- i. Duly notarized Surety Bond- To be executed on Non-Judicial stamp paper of not less than Rs. 100 (**Annexure –B**)
 - ii. A Declaration as per **Annexure- C**
 - iii. Chartered Accountant Certificate- Actual expenditure incurred on the project showing the means of financing and 50% utilization of promoter's contribution (**Annexure –D**).
 - iv. An undertaking to the effect that the grant-in-aid shall be utilized for the project and purpose for which it has been sanctioned.
 - v. IEM Part-II.
 - vi. Site inspection report by a team of officers to be decided by the Principal Secretary, Industries.
- 10.2. The 2nd installment @ 50% will be released subject to the following condition:
- i. UC of 1st installment as per **Annexure-E**.
 - ii. CA certificate showing 100% expenditure of promoters contribution (**Annexure-D**)
 - iii. Site inspection report by a team of officers to be decided by the Principal Secretary, Industries.

11. Implementation and Monitoring of Project:

11.1 The implementation schedule for the project will be 24 months from the date of the approval of project. The application for 1st installment should be made within 6 months from the date of approval of grant-in-aid failing which it shall be cancelled by the Competent Authority. Accordingly, the application for 2nd installment shall have to be submitted within 6 months of the release of 1st installment. The extension in the time period of implementation shall be given by the State Level Committee, keeping in view the merits of each case.

11.2 The units availing grant-in-aid under the scheme would have to remain in production for a period of 5 years from the date of commercial production. In case, the unit is closed before the stipulated period, grant-in-aid shall be recovered alongwith compound interest @ 12% per annum.

DEVENDER SINGH,
Principal Secretary to Government of Haryana,
Industries and Commerce Department.

Annexure-A

Application Form for Setting up of Primary processing Centres/ Collection Centres in rural areas:

Sr. No.	Particulars	Details
A. Promoters		
1.	Name and Address of the Promoter including telephone, fax, e-mail etc.	
2.	Type of organization like Govt. Institution /organization, Industry Association, University, NGO, Co-operative, Entrepreneur, partnership firm, Company, etc.	
3.	Background/credentials of applicant organization. Details of having experience in food processing or supply chain management, if any.	
4.	Financial Status	
5.	Existing Industry, if any	
B. Project Description		
6.	Name of the Project	
7.	Location/Area of the project	
8.	Products/By Products	
9.	Complete flow chart of the activities proposed to be undertaken	
10.	Technology (Indigenous/ imported)	
11.	Capacities of the various components of the PPC/CC	
12.	Commodities/ Products to be handled at PPC/CC	
C. Project Cost (indicating proposed cost, appraised cost separately)		
13.	Capital Investment (Fixed Capital): i. Land Area Cost ii. Building iii. Civil Works iv. Technical Civil Works	
14.	Plant & Machinery (Indigenous) (Capacity/Specifications/Cost)	
15.	Imported Machinery (Capacity/Specifications/Cost)	
16.	Pre-operative expenses	
17.	Working Capital	
18.	Raw Material / Packaging (Source/Quantity/Cost)	
19.	Labour (Quantity/Cost)	
20.	Effluent Disposal (Method/Machinery/Cost)	
D. Means of Finance (indicating proposed & appraised means of finance, separately)		
21.	Means of Financing: a. Equity (Promoter/Foreign/Other) b. Loan (Term/Working capital) c. Assistance from other sources d. Fund requirement Total:	

22.	Financial Benchmarks: a. Cash Flow b. Break Even Point c. Internal Rate of Return d. Debt Equity Ratio e. Debt Service Coverage Ratio	
23.	Details of quality/ safety standards to be followed (if any)	
E. Marketing		
24.	Marketing: a. Existing Market b. Future Demand c. Marketing Strategy d. Linkage to farm/backward linkages e. Forward market linkages	
F. Implementation Schedule		
25.	Item of work Date of implementation (Bar charts, Milestone charts or PERT/CPM may be enclosed)	
G. Personnel		
26.	Details of technical & Managerial personnel (Operation Maintenance, managerial, finance, marketing etc.) required & available	
H. Employment Generation- Direct/Indirect		
27.	a. Direct (Male & Female Separately) b. Indirect (Male & Female Separately)	

Date:
Place:

Signature,
Name and Designation
Seal of the organization.

Annexure-B

SURETY BOND

KNOW ALL MEN BY THESE PRESENTS that we, M/s _____, a _____ (Type of organization) incorporated / registered under the _____ (Name of the Act) and having its registered office at _____ (hereinafter called the "Obligors") are held fully and firmly bound to the Governor of State _____ (hereinafter called the "Government") for the sum of Rs. _____ (Rupees _____ only) well and truly to be paid to the Government on demand and without a demur for which payment we firmly bind ourselves and our successors and assignees by these presents.

SIGNED on the _____ day of _____ in the year Two Thousand _____.

WHEREAS on the Obligors' request, the Government as per Sanction Order No. _____ Dated _____ (hereinafter referred to as the "Letter of Sanction") which forms an integral part of these presents, and a copy whereof is annexed hereto and marked as Annexure-I, agreed to make in favour of the Obligors grants-in-aids-in-aid of Rs. _____ (Rupees _____ only) for the purpose of _____ (description of the project) at _____ out of which the sum of Rs. _____ (Rupees _____ only) have been paid to the Obligors (the receipt of which the Obligors do hereby admit and acknowledge) on condition of the Obligors executing a bond in the terms and manner contained hereinafter which the Obligors have agreed to do.

NOW the conditions of the above written obligation is such that if the Obligors duly fulfill and comply with all the conditions mentioned in the letter of sanction, the above written Bond or obligation shall be void and of no effect. But otherwise, it shall remain in full force and virtue. The Obligors will abide by the terms & conditions of the grants-in-aid by the target dates, if any specified therein. THAT the Obligors shall not divert the grants-in-aids and entrust execution of the Scheme or work concerned to another institution(s) or organization(s). THAT the Obligors shall abide by any other conditions specified in this agreement and in the event of their failing to comply with the conditions or committing breach of the bond, the Obligors individually and jointly will be liable to refund to the President of India, the entire amount of the grants-in-aid with interest of 10% per annum thereon. If a part of the grants-in-aid is left unspent after the expiry of the period within which it is required to be spent, interest @10% per annum shall be charged upto the date of its refund to the Government, unless it is agreed to be carried over.

The Obligors agree and undertake to surrender / pay the Government the monetary value of all such pecuniary or other benefits which it may receive or derive / have received or derived through / upon unauthorized use of (such as letting out the premises on adequate or less than adequate consideration or use of the premises for any purpose other than that for which the grants-in-aid was intended of the property) buildings created / acquired constructed largely from out of the grants-in-aid sanctioned by the State Government of _____, or the administrative Head of the Department concerned. As regards the monetary value aforementioned to be surrendered / paid to the Government, the decision of the Government will be final and binding on the Obligors. AND THESE PRESENTS ALSO WITNESS THAT the decision of the Chief Secretary to the State Govt. of _____ on the question whether there has been breach or violation of any of the terms or conditions mentioned in the sanction letter shall be final and binding upon the Obligors and IN WITNESS WHEREOF these presents have been executed as under on behalf of the Obligors the day herein above written in pursuance of the Resolution No. _____ Dated _____ passed by the governing body of the Obligors, a copy whereof is annexed hereto as Annexure-II and by _____ for and on behalf of the Governor of State _____ on the date appearing below:—

Signature of the AUTHORISED SIGNATORY
Signed for and on behalf of
(Name of the Obliger in block letters)
(Seal / Stamp of Organization).

1. Signature of Witness
Name & Address

2. Signature of Witness
Name & Address

TO BE FILLED UP BY DIRECTORATE OF INDUSTRIES & COMMERCE
(ACCEPTED)

For and on behalf of the Governor of State_____

Name:_____

Designation:_____

Dated:_____

Notary Seal & Signature

Annexure-C**Declaration of the grantee**

I S/o Resident of director / proprietor of M/s do hereby solemnly affirms and state as follows:

- (a) That the organization has not obtained/applied for or will not obtain any grant/subsidy from any Ministry/Department of Central Government/GOI organization/agencies and State Government for the same purpose/activity /same components.

Authorized signatory.

Annexure-D

(Letter Head of the CA)

CA certificate (With membership No. of CA) in the following format:-

(i) Project Cost:

(Rs. In lacs)

Sr. No.	Name of the component/Item	Project Cost	Cost as appraised by the bank	Actual Cost
1.	Land			
2.	Building/Civil Works			
3.	Plant & Machinery			
4.	Misc. Fixed Assets			
5.	Other's			
	Total			

(ii) Means of Finance:

(Rs. In lacs)

Sr. No.	Item	Project Cost	As per appraisal report	Actual Cost
1.	Promoter's Equity			
2.	Term Loan			
3.	Unsecured Loan			
4.	Grant-in-aid			
5.	Other's			
	Total			

Details of unsecured loans, if any, duly certified by CA.

Signature and Seal of C.A.

Annexure-E

Utilization Certificate

(Letter Head of the CA)

Sr. No.	Letter No. & Date	Amount
1.		

Certified that out of **Rs.** -----of grant-in-aid sanctioned during the year ----- in favour of ----- under this Ministry/ Department letter No. given in the margin and **Rs.**----- on account of unspent balance of the previous year, a sum of **Rs.** ----- has been utilized for the purpose of ----- for which it was sanctioned, that the balance of **Rs.** ----- remaining un-utilized at the end of the year ----- has been surrendered to Government (*vide* No. -----dated -----) will be adjusted towards the grants-in-aid payable during the next year -----.

2. Certified that I have satisfied myself that conditions on which the grant-in-aid was sanctioned have been dully fulfilled/ are being fulfilled and that I have exercised the following checks to see that the money was actually utilized for the purpose for which it was sanctioned.

Kinds of checks exercised:

- 1.
- 2.
- 3.

Signature (CA)_____.

Designation_____.

Date_____.

Counter signature of
promoter of company
with Seal

HARYANA GOVERNMENT
INDUSTRIES AND COMMERCE DEPARTMENT

Notification

The 18th April, 2016

No. 49/43/2015-4IB1.— In pursuance to the provision under Chapter 12 of Enterprises Promotion Policy-2015 notified No. 49/43/2015-4IB1 dated 14th August, 2015, the Governor of Haryana is pleased to notify the “Quality Certification Assistance Scheme” for the Micro, Small and Medium enterprises located anywhere in the State. The scheme will consist of the following provisions:

1. Objective

In the changed global scenario, one of the challenges is to increase the competitiveness of Micro, Small and Medium Enterprises in terms of quality of products and improved management system. Therefore, there is a need to support these enterprises to create awareness about the strengths and weaknesses of their existing operations and to provide them an opportunity to enhance their organizational strengths. With the objective of promoting Quality Management systems and for strengthening their products marketing & exports, State Govt. has made provision for Quality Certification Assistance.

2. Quantum of Assistance

75% reimbursement of the total expenditure incurred for obtaining certification subject to a maximum of Rs. 1 lakh for obtaining ISO/ HACCP/ BSI/ WHO-GMP/ ZED/TS/ Hallmark certifications approved by Quality Council of India. This assistance would be in addition to the support being provided by Government of India.

3. Commencement and Applicability

The Scheme shall commence with effect from 15.8.2015 and shall remain in operation for a period of 5 years. The assistance shall be admissible on obtaining ISO/ HACCP/ BSI/ WHO-GMP/ZED/TS/ Hallmark Certification after 14.8.2015 and before 14.08.2020.

4. Eligibility

All Micro, Small and Medium enterprises existing anywhere in the State, which have filed EM Part-II /Udyog Aadhar Memorandum with respective District Industries Centre shall be eligible under the scheme. The Industrial Units must also comply with the following conditions:

- i. The unit should not have been placed in the restrictive list as notified by the State Government from time to time.
- ii. The unit should have obtained NOC/CLU from Competent Authority if applicable.
- iii. The unit should be in commercial production.
- iv. The unit should be in regular production at the time of disbursement and the subsidy shall not be released to the closed unit.

5. Procedure

- 5.1 Application on prescribed Form (Annexure-I) for reimbursement of the expenses incurred in acquiring ISO/ HACCP/ BSI/ WHO-GMP/ZED/TS/ Hallmark Certification along with listed documents would be submitted to the Director of Industries & Commerce on the web portal of the department.
- 5.2 The application would be processed and examined. The deficiencies, if any, would be communicated to the applicant on-line within a period of 10 working days and the applicant would be given a time period of eight weeks to rectify the deficiencies so pointed out.
- 5.3 In case the deficiencies are not removed within prescribed period, the claim may be filed by the Competent Authority, under intimation to the party through e-mail. The enterprise shall not be required to submit any additional document other than specified under Annexure-I.
- 5.4 The claim application so filed may be reopened with the orders of Principal Secretary, Industries & Commerce provided request for the same is received within a period of 30 days from the date of rejection of the claim by the designated Competent Authority.

6. Competent Authority for Sanction

Additional Director, Industries & Commerce shall be Competent Authority for sanction of Quality Certification Assistance.

7. Time Limit

The applicant shall forfeit its entitlement for the Quality Certification incentive, if it does not submit its claim, complete in all respects within three months of date of acquiring of ISO/ HACCP/ BSI/ WHO-GMP/ ZED/TS/Hallmark certification.

8. Interpretation/ Relaxation of Rules

Principal Secretary, Industries & Commerce, Haryana shall be competent to make interpretation/relaxation of provisions of this scheme.

9. Appeals

An Appeal against an order passed by the Competent Authority shall lie with the Director, Industries & Commerce, Haryana within a period of 30 days from the date of communication of the order appealed against. The order passed by the Director Industries shall be final.

10. Penal Action

In case, it is found at any stage that the applicant has claimed Quality Certification Assistance on the basis of wrong facts, the applicant shall besides refunding assistance with compound rate of interest @ 12% per annum and facing legal action, will be debarred from grant of any incentives/assistance from the State Government.

DEVENDER SINGH,
Principal Secretary to Government of Haryana,
Industries and Commerce Department.

Annexure-I**Application format for claiming reimbursement of expenses incurred in acquiring ISO/ HACCP/ BSI/ WHO-GMP/ ZED/TS/ Hallmark certification.**

1. Name of applicant (Authorized person of the unit)
2. Name & Address of the unit with telephone No. and e-mail.
3. EM Part II/UAM No. and Date.
4. Category of the unit(Micro/Small/Medium)
5. Constitution of the Unit [Proprietary, Partnership, Pvt. Ltd., Public Ltd., LLP (Limited Liability Partnership)]
6. Item of manufacture/processing.
7. Name and address of certification agency.
8. Details of expenditure incurred in acquiring ISO/ HACCP/ BSI/ WHO-GMP/ ZED/TS/ Hallmark certification (excluding hotel & travel expenses & surveillance charges).
9. Amounts and details of reimbursement/subsidy already received from Govt. of India for acquiring ISO/ HACCP/ BSI/ WHO-GMP/ ZED/TS/ Hallmark certification, if any.
10. Amount of reimbursement claimed.
11. Self attested copies of documents to be attached with the application:
 - i. Acknowledgement of EM Part-II/UAM.
 - ii. Certificate of Incorporation/ Partnership deed.
 - iii. Board resolution/ Power of attorney.
 - iv. ISO/ HACCP/ BSI/ WHO-GMP/ ZED/TS/ Hallmark Certification.
 - v. Change of Land Use (CLU)/ NOC from competent authority, if applicable.
 - vi. Undertaking/Declaration on non-judicial stamp paper(Annexure-II)
 - vii. CA certificate of details of Expenditure incurred (in original) (Annexure-III).

Signature of the applicant.
(with seal)

Annexure-II

Undertaking/Declaration (to be submitted on non-judicial stamp paper of Rs. 50/- (Min) duly sworn before a Notary Public (duly affixed with Notarial Stamp; and with Notary Seal & Notary Registration Number) or First Class Magistrate):

I, _____ do hereby solemnly state that I am proprietor/
partner/director/ _____ of M/s _____ located _____ which is
engaged in the manufacture of _____ and I have been authorized to file the quality
certification assistance claim with the Department of Industries and Commerce, Haryana.

2. I do hereby affirm that the particulars given in the application are correct. In case any of the
statement/ information furnished in the application/ documents later found to be wrong or incorrect or
misleading, I do hereby undertake to refund the entire amount of assistance of Rs. _____
(Rupees _____) granted to me along with compound rate of
interest @12% per annum, besides facing legal action in case facts contained in this application are proved
to be wrong at the time of verification/ checking or otherwise at any stage.

Dated:

Signature of the applicant.
(with seal)

Annexure-III

Certificate from Chartered Accountant in respect of Proof of Expenditure incurred for acquiring ISO/ HACCP/ BSI/ WHO-GMP/ZED/TS/Hallmark Certification and about investment in plant & machinery (on a CA letter head)

To whom it may concern

The documents & records of M/s with their regd. office at and factory located at in respect of the expenditure incurred for acquiring ISO/ HACCP/ BSI/ WHO-GMP/ ZED/TS/ Hallmark certification have been verified, and it is certified that the said industrial unit have incurred a total expenditure of Rs. (Rupees) towards, Application fee, assessment/ audit fee, annual fee/ licence fee, training, calibration and technical consultancy etc. (excluding hotel & travel expenses & surveillance charges) in obtaining ISO/ HACCP/ BSI/ WHO-GMP/ ZED/TS/ Hallmark certification from the certification agency namely..... as per the following details of payments.

Details of payments (Name of certification agency/ org.) amount paid (in rupees)

- (a) Application fee paid to
- (b) Assessment/audit fee paid to
- (c) Annual fee/ licence fee paid to
- (d) Calibration charges paid to
- (e) Technical consultancy charges paid to
- (f) Training expenses paid to

Total

AND

Verified from the books of accounts of above firm the total investment in plant and machinery (original purchase value) of the company as on date stands as Rs. (Rupees)

Name & signature of the Chartered Accountant
with stamps & CA membership number.

Dated

Payment at (a) to (f) above should be supported by copies of bills/ receipts of payments made to the certification agency duly attested. The payment receipts must indicate the purpose for which the payments have been made to the certification agency.

HARYANA GOVERNMENT
INDUSTRIES AND COMMERCE DEPARTMENT

Notification

The 18th April, 2016

No. 49/43/2015-4IB1.—In pursuance to Enterprises Promotion Policy-2015 notified No. 49/43/2015-4IB1 dated 14th August, 2015, the Governor of Haryana is pleased to notify the “Handicraft Awards Scheme” for grants of awards to the artisans/craftpersons/ weavers of the State for promotion of handicraft activities. The scheme will consist of the following provisions:

1. Objective:-

The State of Haryana has rich heritage of handicrafts contributing to employment generation, economic growth and also foreign exchange. The State is known for its special handicrafts like Brassware, Jari Jutti, Wood craft, Cloth Paintings, Hand fans, Paper Mackie, Lakh Bangles & Jewellery, Modha making, Terracotta, Stuffed Toys, Carpets, Peedha & Charpai making, Durries, Embroidery, Bead work, Camel Backs, Metal Work, Pottery, Dolls, Fur & Leather Items, Cane & Bamboo items, Crocia and Metal items etc. There are more than 12,000 artisans in the State, who are registered with Development Commissioner, Handicrafts. State Awards will be conferred to the craftspersons and weavers in recognition of their outstanding contribution, craftsmanship and development of art. This recognition will encourage them to continue with the craft in a more enthusiastic and productive manner and will ultimately encourage others to emulate them.

2. Category of Awards:-

State Handicraft awards will be conferred on 13 Artisans standing First in each of the following groups including one award for the outstanding woman Artisan:-

- (a) Painting.
- (b) Terracotta.
- (c) Clay objects.
- (d) Stone & Marble.
- (e) Embroidery & Textile.
- (f) Wood & Bamboo.
- (g) Metal.
- (h) Leather.
- (i) Handloom.
- (j) Jute.
- (k) Wax & Lakh.
- (l) Miscellaneous.

These handicraft awards will be conferred on the Artisans as per below denomination:-

Sr. No.	Award	Amount (in Rs.)
1	State Handicraft Award	3,00,000/-
2	Outstanding Woman Artisan Award	3,00,000/-
3	Consolation Prizes	51,000/-

Twelve consolation prizes would also be given to the Artisans merit wise. Maximum one consolation prize would be given in each of the above groups.

3. Eligibility Conditions:-

- (i) The Handicraft Awards will be granted to the Artisans/ Craftpersons/ weavers of the State (having resident proof i.e. Voter Card/ Ration Card/ Adhaar Card/ Domicile Certificate) engaged in manufacturing in the above sectors/segments.
- (ii) The artisan should be registered with Development Commissioner (Handicrafts), Government of India.

4. Criteria of Selection:—

- (i) While preparing the merit, the following criteria for assigning the marks will be adopted:

Sr. No.	Parameter	Marks
a.	Degree of skill in the craft	25
b.	Creativity in Art/Design	25
c.	Traditional technique involved in the craft	15
d.	Resources used in making the artifact	15
e.	Theme & Fineness of work	10
f.	Appearance of the product	05
g.	Contribution of Craftsperson for development of the crafts in terms of providing training to other craft persons.	05
	Total Marks	100

- (ii) The artisans who will attain maximum marks in respect of the criteria of variety and creativity in Art will be given priority in case two artisans get equal marks.
- (iii) The awardees will also be given merit certificate signed by the Principal Secretary to Government, Haryana, Industries & Commerce Department.
- (iv) Artisan once selected for award shall not again be considered during period 5 Years, which includes the year of selection.

5. Other Provisions:

- (i) The artisans, who shall apply alongwith their items for the State Handicraft Awards, will be reimbursed both side transportation charges (by road or rail) for carrying the items to the Directorate of Industries and Commerce, Haryana at Chandigarh and back to their workshop. There would be a cap of `8,000/-, which would be extendable on the approval of Director of Industries and Commerce in such cases where model/item is large. The artisans shall also be provided travelling allowance of AC bus/AC second class train fair.
- (ii) The State Awardees (not consolation prize winners) shall get assured entry and suitable space for the participation of Suraj Kund Crafts Mela, District Faridabad without any charges, and shall be recommended by the Director of Industries & Commerce, Haryana, to the Tourism Corporation Haryana, based on availability of space.
- (iii) The Awardees (not consolation prize winners) shall be provided suitable space without any charges in the Haryana Pavilion, Pargati Maidan, New Delhi during India International Trade Fair on the recommendation of Director of Industries & Commerce, Haryana to Trade Fair Authority, Haryana.

6. Methodology:**A. Handicraft Awards:**

- (1) Applications for Handicraft Awards will be invited through an advertisement released in two Newspapers, in addition to public notices on the notice board of District Industries Centers, and the web-site of the Industries & Commerce Department;
- (2) The artisans will apply on-line in the application form as per **Annexure-‘A’** to the concerned Joint Director/ Deputy Director, District Industries Centers on the portal of the department alongwith declaration (**Annexure-‘B’**) stating:
 - (a) that the items being submitted are prepared by the applicant himself.
 - (b) that the applicant is submitting the entry at his own risk and in case of loss or damage during transportation of the entry due to unforeseen circumstances, the Government will not be liable to pay any compensation.
- (3) The self attested photo copy of registration as artisan must be enclosed.
- (4) The artisans shall send only one entry for consideration of the Awards. If more than one item is sent, then it will not be considered by the Committee.
- (5) The Joint Director/ Deputy Director, District Industries Centre will identify and sponsor excellent & innovative entries. He will recommend the applications after verifying the details.

- (6) Additional Director of Industries will place these applications before the “State Level Selection Committee” for selection of artisans for the Handicraft Awards.
- (7) The awards will be distributed to the selected artisans in a function organized any-where in the State.
- (8) The entries received but not selected by the State Level Selection Committee will be returned to the concerned persons immediately and not beyond 15 days after the selection process is over.

7. Composition of the State Level Selection Committee:-

(i)	Director, Industries & Commerce, Haryana.	Chairman
(ii)	Director, Government Museum and Art Gallery, Chandigarh.	Member
(iii)	Regional Director O/o. Development Commissioner, Handicrafts.	Member
(iv)	Director, North Indian Institute of Fashion Technology, Mohali.	Member
(v)	One Special Invitee-Any National/State Awardee	Member
(vi)	Additional Director, Industries & Commerce	Convener

The non-official member of the Committee will be changed every year and new member with good background in the field of Handicrafts/Handlooms will be co-opted to make the selection process more transparent. The decision of the committee for selection of awardees will be final.

The Headquarter of the Committee will be at Chandigarh and it may hold its meeting at any other place in Haryana or Delhi as and when necessary.

8. Budget Provision:-

The total funds of Rs. 46.50 lakhs will be required for the purpose of Awards, organizing functions and for inviting applications from eligible artisans. The funds will be placed at the disposal of Investment Promotion Centre (IPC).

DEVENDER SINGH,
Principal Secretary to Government Haryana,
Industries & Commerce Department.

Annexure-‘A’

**APPLICATION FORM FOR STATE THE FOR SENDING DETAILS
OF ENTRIES FOR THE STATE HANDICRAFT AWARDS TO
CRAFTPERSONS & WEAVERS FOR THE YEAR ____.**

Passport Size
Photograph attested
by Joint Director,
DIC

1	Name & address of the Craftsperson/Weaver with telephone number and STD code.	
2	Name of Father/Husband.	
3	Age and Date of Birth.	
4	ID card No. and date issued by JD DIC/DC Handicrafts/DC Handlooms(attach copy)	
5	Aadhar Number	
6	Name of the Crafts Practiced.	
7	Guru or teacher from whom the Craftsperson/ Weaver got initiation and training.	
8	Experience(Number of Years)	
9	Material used in preparing the item	
10	Brief account of the craftsperson's/weaver's contribution towards development and improvement of the Crafts and its techniques.	
11	Details of outstanding works/item executed by the craftsperson/weaver. Have any of them been purchased by Museum, Temples, art critics, connoisseurs of repute. Any documents to substantiate the claim?	
12	Has the craftsperson/weaver imparted training in any training institute? How many craftsperson of younger generation trained ?	
13	Is the applicant craftsperson/weaver an existing State Awardee or National Merit Certificate holder? If yes, please specify and attach copy	
14	Give details of other award winners in the family, if any, indicating your relationship with such awardee. State Award, indicating year. National Award, indicating year. National Merit Certificate, indicating year	
15	Details of major exhibition in which the craftsperson/weaver has participated either for demonstrating his skill or for displaying his creations.(If yes, attach copy)	
16	Details of craft samples submitted alongwith photograph (without photograph entry will not be considered)	
17	Price of the craft sample submitted.	
18	Certificate (if any) from well known Institutions or persons knowledgeable in Handicrafts/Handlooms regarding the craftsperson's/weaver's ability in the craft and his contribution to the development of the craft.	

19	Brief note in respect of the entry/product made for State Handicraft Award. (This must be given on separate sheet duly signed by the applicant)	
----	--	--

CERTIFICATE:

The entry/entries submitted with this application is/are actually made/ produced by the applicant craftsperson/weavers Sh./Smt._____. The declaration and requisite documents are enclosed herewith.

Signature of the Craftsperson/Weaver.

Recommendation:

The particulars furnished in the application and in the enclosed documents have been checked and verified and I certify that in the entry has been made by him/her and he/she is a genuine craftsperson/weaver and recommend for consideration of State Handicraft Award.

Signature of the Joint Director/ Deputy Director,
District Industries Centre.

Annexure-‘B’

Undertaking/Declaration (to be submitted on non-judicial stamp paper of Rs. 50/- (Min) duly sworn before a Notary Public (duly affixed with Notarial Stamp; and with Notary Seal & Notary Registration Number) or First Class Magistrate):

DECLARATION

I, Shri/Smt./Miss _____ S/o, W/o, D/o Sh. _____
resident of _____ solemnly hereby declare and affirm as under:—

1. That the Item _____ (name of the item) Craft _____ (Name of the craft) submitted by me for the State Handicraft Award for the year _____ has been prepared entirely by me and I have been practicing the crafts _____ (Name of the Craft) _____ for the last _____ years.
2. That if the above statement is found false, I shall be liable for the action as deemed fit by the competent authority.
3. That I am submitting the above entry for State Handicraft Award at my own risk and responsibility and further indemnify the State Government, Office of the Director of Industries & Commerce, Haryana against any loss, damage or theft to the entry which may occur due to any unforeseen circumstances and on account of handling and transportation of the entry.

Dated:
Place:

Signature of the Applicant.

HARYANA GOVERNMENT
INDUSTRIES AND COMMERCE DEPARTMENT

Notification

The 18th April, 2016

No. 49/43/2015-4IB1.— In pursuance to the provision under Chapter 12 of Enterprises Promotion Policy-2015 notified *vide* No. 49/43/2015-4IB1 dated 14th August, 2015, the Governor of Haryana is pleased to notify the “Safety Audit Scheme” for Micro, Small & Medium Enterprises. The scheme will consist of the following provisions:

1. Objective

The objective of the scheme is to promote safety audit which is a tool that can be utilized to improve safety and attitudes in the workplace. A safety audit is an inventory or checklist of items specifically geared to operations of an enterprise. It allows them to take action, correct hazards, and determine the appropriate actions to take to achieve the desired safety goals. Measuring safety performance also provides a baseline to compare future safety initiatives. It documents the effectiveness of safety program, identify compliance deficiencies, suggest safety solutions, improve the environment and personnel safety, reduce incidents and injuries and increase workplace safety.

2. Quantum of Assistance

75% reimbursement of expenses incurred subject to a maximum of Rs. 1 lakh for conducting Safety Audit and also 50% subsidy on cost of capital equipments required for undertaking safety measures, subject to a maximum of Rs. 5 lakh.

3. Commencement and Applicability

The Scheme shall commence with effect from 15.08.2015 for providing assistance for conducting safety audit and installation of capital equipments for safety measures, and shall remain in operation for a period of 5 years. MSMEs which have undertaken Safety Audit and purchased equipments after 14.08.2015 and before 14.08.2020 shall be eligible under this scheme.

4. Eligibility Criteria

All MSMEs (new & existing) setup anywhere in the state, which have filed EM Part-II/ Udyog Aadhaar Memorandum with respective District Industries Centre shall be eligible under the scheme. Such enterprises shall only be provided financial assistance provided the Safety Audit has been done by the auditors of ISO certified agency. The industrial units must also comply with the following conditions:

- (i) The item of manufacture should not fall in the restrictive list as notified by the State Government from time to time.
- (ii) Investments in new plant, machinery and equipments focussed towards enhancing safety shall only be eligible for subsidy under this scheme.
- (iii) The units should have obtained NOC/CLU from competent authority, if applicable.
- (iv) The units should be in commercial production.
- (v) The units should be in regular production at the time of disbursement and the assistance shall not be released to the closed unit.

5. Procedure

- a. Application on prescribed Form (Annexure-I) for the reimbursement of expenses incurred in conducting safety audit & purchase of capital equipments for safety measures along with listed documents would be submitted to the Director of Industries & Commerce, on the web portal of the department.
- b. The application would be processed and examined. The deficiencies, if any, would be communicated to the applicant on-line within a period of 10 working days and the applicant would be given a time period of eight weeks to rectify the deficiencies so pointed out.
- c. In case the deficiencies are not removed within prescribed period, the claim shall be filed by the Competent Authority, under intimation to the party through e-mail. The enterprise shall not be required to submit any additional document other than specified under Annexure-I without approval of competent authority.
- d. The claim application so filed may be reopened with the orders of Director of Industries & Commerce provided request for the same is received within a period of 30 days from the date of rejection of the claim by the designated Competent Authority.

6. Time Limit to apply

An enterprise shall forfeit its entitlement for the reimbursement of the expenses incurred in conducting the safety audit, if it does not submit its claim, complete in all respects within three months from the date of completion of safety audit/purchase of capital equipments.

7. Competent Authority for sanction

The Additional Director Industries & Commerce shall be competent authority for sanction of the subsidy within 30 days from the date of completion of the claim.

8. Interpretation/ Relaxation

Principal Secretary Industries & Commerce, Haryana shall be competent to make interpretation/relaxation of provisions of this scheme.

9. Appeal

An Appeal against an order passed by the Competent Authority shall lie with the Director Industries & Commerce, Haryana within a period of 30 days from the date of communication of order appealed against. The order passed by the Director Industries & Commerce in appeal shall be final.

10. Penal Action

At any time if it is found that assistance from government has been availed on the basis of any false information, the applicant shall besides refunding assistance with compound rate of interest @ 12% per annum and facing legal action, will be debarred from grant of any incentives/assistance from the State Government.

DEVENDER SINGH,
Principal Secretary to Government Haryana,
Industries and Commerce Department.

Annexure –I**Application Form for Safety Audit Scheme**

Sr. No	Description	Details
1.	Name of the Applicant (Authorised person of the unit)	M/s
2.	Name & factory address of the unit with telephone no. and e-mail	
3.	Registered Office address	
4.	Category of unit (Micro/ Small/ Medium)	
5.	EM Part-II/Udyog Aadhaar No. & Date	
6.	Date of commencement of commercial production (As per first sale bill)	
7.	Item of manufacture	
8.	Constitution of the Unit [Proprietary, Partnership, Pvt. Ltd., Public Ltd., LLP (Limited Liability Partnership)]	
9.	Sector/ type of Industry	
10.	Area of Safety Audit	
11.	Name of the Safety Audit Agency	
12.	Details of safety audit got conducted	
13.	Result of safety audit	
14.	Total amount & details of expenditure incurred for conducting Safety audit(attach proof).	
15.	Total reimbursement claimed @75% against Safety Audit.	
16.	Details of investment made for Safety:	
	a. Details of processes & equipment.	
	b. Total cost of the equipments installed for safety measures (in Rs.)as recommended by safety auditor (attach proof)	
	c. Whether audit recommendation implemented?	
17.	Amount of subsidy claimed @50% of the total cost of safety measures equipments	
18.	Amount of assistance obtained from Government of India, if any	

19. Self attested copies of documents to be attached with the application:

- (i) Acknowledgement of EM Part-II/Udyog Aadhaar.
- (ii) Certificate of Incorporation/ Partnership deed.
- (iii) Board resolution/ Power of attorney
- (iv) Change of Land Use (CLU)/ NOC from competent authority, if applicable.
- (v) Copy of first sale bill.
- (vi) Copy of Safety audit certification.
- (vii) CA certificate of Expenditure (in original) giving the details (Annexure-III)
- (viii) Copy of the bills raised by certifying agency and proof of payment thereof.
- (ix) Audited balance sheet of the unit of last year.
- (x) Undertaking/Declaration on non-judicial stamp paper (Annexure-II).

Signature of the applicant.
(with seal).

Annexure-II

Undertaking/Declaration [to be submitted on non-judicial stamp paper of Rs. 50/- (Min) duly sworn before a Notary Public (duly affixed with Notarial Stamp; and with Notary Seal & Notary Registration Number) or First Class Magistrate]:

I, _____ do hereby solemnly state that I am proprietor/ partner/ director/ _____ of M/s _____ located _____ which is engaged in the manufacture of _____ and I have been authorized to file the claim of safety audit and safety equipments with the Department of Industries and Commerce, Haryana.

2. I do hereby affirm that the particulars given in the application are correct. In case any of the statement/ information furnished in the application/ documents later found to be wrong or incorrect or misleading, I do hereby undertake to refund the entire amount of assistance of Rs. _____ (Rupees _____) granted to me along with compound rate of interest @12% per annum, besides facing legal action in case facts contained in this application are proved to be wrong at the time of verification/ checking or otherwise at any stage.

Dated:

Signature of the Proprietor/Partner/
Managing Director/Director
(with seal).

Annexure-III

Certificate from Chartered Accountant in respect of Proof of Expenditure incurred for conducting safety audit and about investment in plant & machinery (on a CA letter head).

To whom it may concern

The document & records of M/s with their regd. office at and factory located at and EM/Udyog Aadhaar No. dated in respect of the expenditure incurred in conducting Safety audit (or its equivalent) have been verified, and it is certified that the said company have incurred a total expenditure of Rs. (Rupees) towards, Application fee, assessment/ audit fee, annual fee/ licence fee, training and technical consultancy etc. (excluding hotel & travel expenses & surveillance charges) in conducting Safety audit from the certification agency namely..... as per the following details of payments.

Details of payments (Name of certification agency/ org.) amount paid (in rupees)

- (a) Application fee.....
- (b) Assessment/audit fee.....
- (c) Annual fee/ licence fee.....
- (d) Technical consultancy charges.....
- (e) Training expenses.....
- (f) Others.....

Total

AND

Verified from the books of accounts & records of above firm that the cost of capital equipments installed for safety measures is Rs.....

AND

Verified from the books of accounts of above firm that the total investment in plant and machinery (original purchase value) of the unit as on date..... stands as Rs..... (Rupees)

Name & signature of the Chartered Accountant
with stamps & CA membership number.

Dated

Payment at (a) to (f) above should be supported by copies of receipts of payments made to the certification agency duly attested. The payment receipts must indicate the purpose for which the payments have been made to the certification agency.

HARYANA GOVERNMENT
INDUSTRIES AND COMMERCE DEPARTMENT

Notification

The 18th April, 2016

No. 49/43/2015-4IB1.—In pursuance to the provision under chapter 12 of Enterprises Promotion Policy, 2015 notified vide No. 49/43/2015-4IB1 dated 14th August, 2015, the Governor of Haryana is pleased to formulate scheme for grant of Exemption from payment of Electricity Duty and Open Access Charges to the various sectors of industries as per details given below:

1. Quantum and period of Exemption:

- (i) **Mega Projects:** 100% Exemption from payment of Electricity Duty for new mega project for a period of 5 years in 'B' & 'C' category blocks and 7 years in 'D' category blocks from the date of release of electricity connection.
- (ii) **Large Units:** 100% Exemption only for new enterprise for 5 years in 'C' category blocks & 7 years in 'D' category blocks from the date of release of electricity connection.
- (iii) **Micro, Small & Medium Enterprises:** 100% Exemption for 7 years for all new enterprises in 'B', 'C' & 'D' category blocks from the date of release of electricity connection.
- (iv) **Textile Sector (apparel/knitting/embroidery/technical textiles):** 100% Exemption for 10 years only for new enterprises in 'B', 'C' & 'D' category blocks from the date of release of electricity connection.
- (v) **Agro Industries and Food Processing Sector:** 100% Exemption for 10 years only for new enterprises in 'B', 'C' & 'D' category blocks from the date of release of electricity connection.
- (vi) **Footwear Sector (Value Addition Products excluding leather processing):** 100% Exemption for 10 years only for new enterprises in 'C' & 'D' category blocks from the date of release of electricity connection.
- (vii) **Large Service Enterprises:** 75% exemption only for new enterprises for 5 years in 'C' & 'D' category blocks and 50% in 'B' category blocks for the large service enterprises as identified in the EPP-2015.
- (viii) **Defence/Aero Space/Auto Components/Electronics/Railways Sector:** 100% Exemption for 10 years only for new enterprises in 'B', 'C' & 'D' category blocks from the date of release of electricity connection.

2. Open Access Charges Exemption:

Exemption from open access charges of 93 paise per unit in case of Medium and Large Units of Textile Sector, Agro and Food Processing Sector, Footwear Sector and Defence/ Aero Space/ Electronics/ Auto Components/ Railways Sector in 'C' & 'D' category blocks.

3. Commencement and Applicability :

The Scheme shall commence with effect from 15.8.2015 for granting Electricity Duty/ open access charges Exemption and shall remain in operation for a period of 5 years. The units which have gone into commercial production after 14.08.2015 and before 14.08.2020 shall be admissible.

4. Eligibility:

All the new Micro, Small, Medium, Large and Mega industrial units in the identified category of Blocks, which have filed IEM/ EM Part-II/ Udyog Adhaar Memorandum after going into commercial production. The Industrial units must also comply with the following conditions:

- i. The electricity duty exemption shall be available on the power load being used for the production purposes. The electricity duty exemption shall not be available on light load.
- ii. The unit should not have been placed in the restrictive list as notified by the State Government from time to time.
- iii. The unit should have obtained NOC/CLU from Competent Authority if applicable.
- iv. The unit should be in commercial production.

5. Procedure for Electricity Duty/ Open Access Charges Exemption claims:

- a. Application on prescribed Form (Annexure-I) for the grant of electricity duty exemption, along with listed documents would be submitted on the web portal of the department.
- b. The application would be processed and examined. The deficiencies, if any, would be communicated to the applicant on-line within a period of 10 working days and the applicant would be given a time period of eight weeks to rectify the deficiencies so pointed out.
- c. In case the deficiencies are not removed within prescribed period, the claim shall be filed by the Competent Authority, under intimation to the party through e-mail. The enterprise shall not be required to submit any additional document other than those specified under Annexure-I without approval of competent authority.

6. Condonation of delay in submission of claims:

The Joint Director/ Deputy Director, District Industries Centre shall be competent to condone the delay in submitting the Electricity Duty Exemption claims after the period of 03 months of the release of electricity connection. However, the time period shall be counted from the date of release of electricity connection. The total period shall be limited to from the date of release of power connection by excluding delayed period.

For example, release of connection to 'A' industrial unit is say 01.01.2016, the industrial unit is required to submit application on or before 31.03.2016. If 'A' unit applies for exemption on 28.02.2016, then it will be eligible for ED exemption for 3/5/7/10 years (whichever is applicable) w.e.f. 01.01.2016 to the period ending 3/5/7/10 years. However, if a 'A' unit applies for exemption on 31.03.2017, after condonation of delay, it would be eligible from 01.04.2017 to the period ending 3/5/7/10 years. It means the industrial unit has lost the ED exemption for the period 01.01.2016 to 31.03.2017.

7. Competent Authority for sanction:

The Joint Director/ Deputy Director District Industries Centre shall be Competent Authority to issue Electricity Duty/ Open Access Charges exemption certificate for Micro, Small and Medium Enterprises and Additional Director for Large and Mega projects within 30 days from the date of completion of the claim for granting exemption from payment of ED/Open Access Charges by power utilities.

8. Appellate Authority:

Appeal shall lie before the Director of Industries & Commerce against the decision of Competent Authority within a period of 30 days from the date of communication of orders appealed against.

9. Penal Action

In case, it is found at any stage that the applicant has claimed the exemption on the basis of wrong facts, the applicant shall besides refunding assistance with compound rate of interest @ 12% per annum and facing legal action, will be debarred from grant of any incentives/assistance from the State Government.

DEVENDER SINGH,
Principal Secretary to Government Haryana,
Industries and Commerce Department.

Annexure-I**Application for the Grant of Electricity Duty/ Open Access Charges Exemption for new Industrial units/Enterprises.**

Sr. No.	Particulars	Details
1	Name of the applicant (Authorized person of the unit)	
2	Name & Address of the unit with telephone no. and e-mail	
3	Constitution of the Unit [Proprietary, Partnership, Pvt. Ltd., Public Ltd., LLP (Limited Liability Partnership)]	
4	Name of the block in which the enterprise located and category of blocks i.e. B/C/D	
5	Category of the unit (Micro/ Small/ Medium/ Large/ Mega).	
6	IEM/EM Part-II/ UAM No. & date	
7	Date of commencement of commercial production	
8	Item of manufacture/processing	
9	Category of units (i) Micro/ Small/ Medium (ii) Large/ Mega (iii) Textile/ Agro & Food/ Footwear/ Defence/ Aerospace/ Auto Components/ Electronics/ Railways Sector (iv) Large Service Enterprises	
10	Details of Fixed Capital Investment: i. Land ii. Building iii. Plant & Machinery/ Equipments iv. Others Total	
11	Date of release of electric connection	
12	Connected load	
13	Whether the unit falls under the restrictive/ negative list.	
14	Period for exemption from ED/Open Access Charges.	

15. Self attested copies of documents to be attached with the application:

- i. Acknowledgement of EM part-II/UAM.
- ii. Certificate of Incorporation/ Partnership deed.
- iii. Board resolution/ Power of attorney
- iv. Change of Land Use (CLU)/ NOC from competent authority, if applicable.
- v. Performa signed by concerned SDO/Xen, UHBVNL/ DHBVNL in Annexure-II.
- vi. CA Certificate regarding investment in plant & machinery for new unit (Annexure-III).

Signature of the applicant.
(with seal).

Declaration:

I, _____ do hereby solemnly state that I am proprietor/ partner/ director/ _____ of M/s _____ located _____ which is engaged in the manufacture of _____ and I have been authorized to file the application for exemption from Electricity Duty/ Open Access Charges with the Department of Industries and Commerce, Haryana.

2. I do hereby affirm that the particulars given in the application are correct. In case any of the statement/ information furnished in the application/ documents later found to be wrong or incorrect or misleading, I do hereby undertake to refund the entire amount of exemption granted to me alongwith compound rate of interest @12% per annum, besides facing legal action in case facts contained in this application are proved to be wrong at the time of verification/ checking or otherwise at any stage.

Dated:

Signature of the applicant.
(with seal).

Annexure-II

Performa for detail of electrical installation of M/S _____

Sr. No.	Details of Electrical installation and connected load	Authority who inspected electrical installation	No. & date vide which permission for electrical connection given	Date of release of electrical connection

SDO/XEN
UHBVNL/DHBVNL

_____.

Annexure-III

Certificate from Chartered Accountant regarding investment in plant & machinery (on a CA letter head)

To whom it may concern

The records of M/s with their regd. office at and factory located at in respect of investment in plant & machinery* (original purchase value) of the company has been verified. It is certified that the investment in plant & machinery as on date..... stands as Rs.....

Name & signature of the Chartered Accountant
with stamps & CA membership number.

Dated:

HARYANA GOVERNMENT
INDUSTRIES AND COMMERCE DEPARTMENT

Notification

The 18th April, 2016

No. 49/43/2015-4IB1.—In pursuance to the under Chapter 12 of Enterprises Promotion Policy-2015 notified *vide* No. 49/43/2015-4IB1 dated 14th August, 2015, the Governor of Haryana is pleased to notify the “Credit Rating Scheme” for Micro and Small enterprises with the provisions given hereunder:

1. Objective:-

The Micro and Small Enterprises occupies an important position in any developing economy. Fast changing global economic scenario has thrown up many opportunities and challenges to the Micro and Small sector in India. While, on the one hand, many opportunities have opened up for the Micro and Small sector to enhance productivity and look for new markets in other countries, it has also put an obligation on them to upgrade their competence in terms of technology, management & financial strength to successfully meet the global competition. As a step in this direction, a need was felt for introducing a Rating Scheme for the Micro and Small sector. It is expected that the Rating Scheme would encourage Micro and Small sector in improving its contribution to the economy by way of increasing their productivity, since a good rating would enhance their acceptability in the market and also make access to credit quicker and cheaper and thus help in economizing the cost of credit. A provision of Credit Rating Scheme for Micro and Small enterprises has been made in the Haryana Enterprises Policy, 2015.

2. Quantum of Assistance

Reimbursement of 75% of the expenses incurred subject to a maximum of Rs. 2 lakh for Credit Rating by Micro and Small Enterprises carried out by the Government agency/ SIDBI and NSIC/ Govt. accredited credit rating agencies. This would be in addition to the support being provided by Government of India.

3. Commencement and Applicability

The Scheme shall commence with effect from 15.8.2015 for providing assistance for credit rating and shall remain in operation for a period of 5 years. The units which have obtained credit rating certification after 14/08/2015 and before 14/08/2020 shall be eligible under the scheme.

4. Eligibility Criteria

All Micro and Small Units existing anywhere in the State, which have filed EM Part-II/ Udyog Aadhar Memorandum with respective District Industries Centre, shall be eligible under the scheme. The industrial units must also comply with the following conditions:

- (i) The item of manufacture of the unit should not fall in the restrictive list as notified by the State Government from time to time.
- (ii) The unit should have obtained NOC/CLU from competent authority, if applicable.
- (iii) The unit should be in commercial production.
- (iv) The unit should be in regular production at the time of disbursement and the assistance shall not be released to the closed unit.

5. Procedure

- a. Application on prescribed Form (Annexure-I) for the grant of Credit Rating Assistance along with listed documents would be submitted to the Director of Industries & Commerce, on the web portal of the department.
- b. The application would be processed and examined. The deficiencies, if any, would be communicated to the applicant on-line within a period of 10 working days and the applicant would be given a time period of eight weeks to rectify the deficiencies so pointed out.
- c. In case the deficiencies are not removed within prescribed period, the claim may be filed by the Competent Authority, under intimation to the party through e-mail. The enterprise shall not be required to submit any additional document other than specified under Annexure-I without approval of competent authority.
- d. The claim application so filed may be reopened with the orders of Principal Secretary Industries & Commerce provided request for the same is received within a period of 30 days from the date of rejection of the claim by the designated Competent Authority.

6. Competent Authority for Sanction:

Director, Industries & Commerce shall be competent authority for sanction of Credit Rating Assistance within 30 days from the date of completion of the claim.

7. Time Limit

An enterprise shall forfeit its entitlement for the reimbursement of the expenses incurred towards the credit rating, if it does not submit its claim, complete in all respects within three months from the date of the certification of Credit rating.

8. Interpretation/ Relaxation

Principal Secretary, Industries & Commerce, Haryana shall be competent to make interpretation/relaxation of provisions of this scheme.

9. Appeal

Appeal against orders passed by the Competent Authority shall lie with the Principal Secretary, Industries & Commerce, Haryana within a period of 30 days from the date of communication of orders appealed against and orders passed by the Principal Secretary shall be final.

10. Penal Action

In case, it is found at any stage that the applicant has claimed the assistance on the basis of wrong facts, the applicant shall besides refunding assistance with compound rate of interest @ 12% per annum and facing legal action, will be debarred from grant of any incentives/assistance from the State Government.

DEVENDER SINGH,
Principal Secretary to Government Haryana,
Industries & Commerce Department.

Annexure – I**Application format for claiming Reimbursement of the expenses incurred towards the credit rating.**

Sr. No.	Particulars	Details
1	Name of applicant (Authorized person of the unit)	
2	Name & Address of the unit with telephone No. and e-mail	
3	EM Part-II/UAM No. and date	
4	Constitution of the Unit [Proprietary, Partnership, Pvt. Ltd., Public Ltd., LLP (Limited Liability Partnership)]	
5	Item of manufacture	
6	Category of unit (Micro/Small)	
7	Name and address of certification agency	
8	Details of expenditure incurred in acquiring credit rating certificate (excluding hotel & travel expenses & surveillance charges) Furnish a CA certificate of expenditure (in original) giving the details (as per the prescribed format)	
9	Details and amount of reimbursement/grant/subsidy/ already received, if any, from Government of India	
10	Amount of credit rating assistance claimed (in Rs.)	

11. Self attested copies of documents to be attached with the application:

- (i) Acknowledgement of Entrepreneur Memorandum (EM) part-II.
- (ii) Certificate of Incorporation/ Partnership deed.
- (iii) Board resolution/ Power of attorney
- (iv) Change of Land Use (CLU)/ NOC from competent authority, if applicable.
- (v) Undertaking/Declaration on non-judicial stamp paper(Annexure-II)
- (vi) CA Certificate (Annexure-III).
- (vii) Audited balance sheet of the unit of last year (if Applicable).
- (viii) Copy of first sale bill.
- (ix) Copy of bills raised by certifying agency & proof of payment thereof.

Signature of the applicant.
(with seal).

Annexure-II

Undertaking/Declaration (to be submitted on non-judicial stamp paper of Rs. 50/- (Min) duly sworn before a Notary Public (duly affixed with Notarial Stamp; and with Notary Seal & Notary Registration Number) or First Class Magistrate):

I, _____ do hereby solemnly state that I am proprietor/ partner/ director/ _____ of M/s _____ located _____ which is engaged in the manufacture of _____ and I have been authorized to file the credit rating claim with the Department of Industries and Commerce, Haryana.

2. I do hereby affirm that the particulars given in the application are correct. In case any of the statement/ information furnished in the application/ documents are later found to be wrong or incorrect or misleading, I do hereby undertake to refund the entire amount of assistance of Rs. _____ (Rupees _____) granted to me alongwith compound rate of interest @12% per annum, besides facing legal action in case facts contained in this application are proved to be wrong at the time of verification/ checking or otherwise at any stage.

Dated:

Signature of the applicant.
(with seal).

Annexure-III

Certificate from Chartered Accountant in respect of Proof of Expenditure incurred for acquiring Credit Rating Certificate and about investment in plant & machinery (on a CA letter head)

To whom it may concern

The document & records of M/s with their regd. office at and factory located at and (EM No. dated) in respect of the expenditure incurred by acquiring Credit Rating certificate (or its equivalent) have been verified, and it is certified that the said industrial unit have incurred a total expenditure of Rs. (Rupees) towards Application fee, assessment/ audit fee, annual fee/ licence fee, training, calibration and technical consultancy etc. (excluding hotel & travel expenses & surveillance charges) in obtaining Credit Rating Certificate from the certification agency namely..... as per the following details of payments.

Details of payments (Name of certification agency/ orgn.) amount paid (in rupees)

- a)
- b)
- c)

AND

Verified from the books of accounts of above firm the total investment in plant and machinery (original purchase value) of the industrial unit as on date stands as Rs. (Rupees)

Name & signature of the Chartered Accountant,
with stamps & CA membership number

Dated

Payment at (a), (b) & (c) above should be supported by copies of receipts of payments made to the certification agency duly attested. The payment receipts must indicate the purpose for which the payments have been made to the certification agency.

HARYANA GOVERNMENT
INDUSTRIES AND COMMERCE DEPARTMENT

Notification

The 18th April, 2016

No. 49/43/2015-4IB1.—In pursuance to the provision under Chapter 12 of Enterprises Promotion Policy-2015 notified *vide* No. 49/43/2015-4IB1 dated 14th August, 2015, the Governor of Haryana is pleased to notify the “Assistance for technology acquisition” for Micro, Small & Medium Enterprises. The scheme will consist of the following provisions:

1. Objective

The objective of the scheme is to identify the areas under technology wherein up gradation is needed in the MSME sector. It involves the use of latest technology acquisition and up gradation of existing technology by the MSME unit.

2. Quantum of Assistance

Subsidy @50% on the cost for adopting technology from recognized National Institutes subject to maximum of Rs. 25.00 lakh.

3. Commencement and Applicability

The Scheme shall commence with effect from 15.08.2015 for technology acquisition, and shall remain in operation for a period of 5 years. The assistance shall be admissible on acquisition of technology after 14.08.2015 and before 14.08.2020 under this scheme.

4. Eligibility Criteria

All MSMEs existing anywhere in the State, which have filed EM Part-II/Udyog Aadhaar Memorandum with respective District Industries Centre shall be eligible under the scheme. The industrial units must also comply with the following conditions:

- (i) The enterprise acquiring the technology for the first time in India for specialized application will be considered eligible under the scheme.
- (ii) The acquisition of technology can be in any form, including purchase of drawing and design and technology development through engaging experts/R&D institution and/or technical consultancy firm. Mere impact of machinery and Technology will not be considered as technology acquisition.
- (iii) The machinery manufacturers can also avail the benefit for technology collaboration from abroad.
- (iv) The item of manufacture should not fall in the restrictive list as notified by the State Government from time to time.
- (v) The units should have obtained NOC/CLU from competent authority, if applicable.
- (vi) The units should be in commercial production.
- (vii) The units should be in regular production at the time of disbursement and the assistance shall not be released to the closed unit.

5. Procedure

- a. Application on prescribed Form (Annexure-I) for the reimbursement of cost in technology acquisition along with listed documents would be submitted to the Director of Industries & Commerce, on the web portal of the department.
- b. The application would be processed and examined. The deficiencies, if any, would be communicated to the applicant on-line within a period of 10 working days and the applicant would be given a time period of eight weeks to rectify the deficiencies so pointed out.
- c. In case the deficiencies are not removed within prescribed period, the claim shall be filed by the Competent Authority, under intimation to the party through e-mail. The enterprise shall not be required to submit any additional document other than specified under Annexure-I without approval of competent authority.
- d. The claim application so filed may be reopened with the orders of Principal Secretary, Industries & Commerce provided request for the same is received within a period of 30 days from the date of rejection of the claim by the designated Competent Authority.

6. Time Limit

An enterprise shall forfeit its entitlement for the reimbursement of the cost in technology acquisition, if it does not submit its claim, complete in all respects within three months from the date of technology acquisition.

7. Competent Authority for sanction

The Director, Industries & Commerce shall be competent authority for sanction of the subsidy within 30 days from the date of completion of the claim.

8. Interpretation/ Relaxation

Principal Secretary, Industries & Commerce, Haryana shall be competent to make interpretation/relaxation of provisions of this scheme.

9. Appeal

Appeal against an order passed by the Competent Authority shall lie with the Principal Secretary, Industries & Commerce, Haryana within a period of 30 days from the date of communication of the order appealed against, the order passed by the Principal Secretary in appeal shall be final.

10. Penal Action

At any time if it is found that assistance from Government has been availed on the basis of any false information, the applicant shall besides refunding assistance with compound rate of interest @ 12% per annum and facing legal action, will be debarred from grant of any incentives/assistance from the State Government.

DEVENDER SINGH,
Principal Secretary to Government of Haryana,
Industries and Commerce Department.

Annexure-I

Application Form for Assistance for Technology Acquisition

Sr. No	Description		
1.	Name of the Applicant (Authorised person of the unit)		
2.	Name & factory address of the unit with telephone no. and e-mail		
3.	Registered Office address		
4.	Category of unit (Micro/ Small/ Medium)		
5.	EM Part-II/Udyog Aadhaar No. & Date		
6.	Date of commencement of commercial production (As per first sale bill)		
7.	Item of manufacture		
8.	Constitution of the Unit [Proprietary, Partnership, Pvt. Ltd., Public Ltd., LLP (Limited Liability Partnership)]		
9.	Purpose of Technology Acquisition/ Upgradation		
10.	Whether the enterprise acquiring the technology for the first time in India for specialized application? Please give the details with justification thereof.		
11.	Brief of New Technology, with manufacturing process & details thereof		
12.	Name & Address of the entity from which Technology is acquired, along with copy of Arrangement/MoU/ other documents for proof of technology/ acquisition & upgradation		
13.	Details of cost of Acquisition/Upgradation	Rs. Lakhs	
	Purchase of design & Drawings		
	Technology Development Fees to Experts/		
	R & D Institutions/Technical Consultancy Firm:		
	Others:		
	Total		
	Details of Fixed Capital Investment for new unit/expansion/diversification/modernization (As approved by bank/FI) (Rs. Lacs)		
	Land		
	Building		
	Plant & Machinery/ Equipments		
	Others		
	Total	Rs. Lakhs	Percentage

14.	Means of Finance		
	Promoter's Contribution		
	Term Loan (Name of Fin. Inst.)		
	Internal Resources		
	Others		
	Total		
15.	Amount of subsidy claimed @50% of the total cost of Technology acquisition		
16.	Amount of assistance obtained from Government of India, if any		
17.	Other Information, if any		

18. Self attested copies of documents to be attached with the application:

- (i) Acknowledgement of EM Part-II/Udyog Aadhaar.
- (ii) Certificate of Incorporation/ Partnership deed.
- (iii) Board resolution/ Power of attorney.
- (iv) Copy of MoU/other documents for acquisition and upgradation of technology.
- (v) Change of Land Use (CLU)/ NOC from competent authority, if applicable.
- (vi) Copy of Assistance of technology acquisition certification.
- (vii) Undertaking/Declaration on non-judicial stamp paper(Annexure-II)
- (viii) CA certificate for details of expenditure incurred in acquisition of technology-in original (Annexure-III).
- (ix) Copy of recognition certificate of national institute for which technology acquired.
- (x) Justification for specialized technology acquired/upgraded.
- (xi) Copy of the bills in respect of technology acquisition and proof of payment thereof.
- (xii) Audited balance sheet of the unit of last year.

Signature of the applicant.
(with seal)

Annexure-II

Undertaking/Declaration (to be submitted on non-judicial stamp paper of Rs. 50/- (Min) duly sworn before a Notary Public (duly affixed with Notarial Stamp; and with Notary Seal & Notary Registration Number) or First Class Magistrate):

I, _____ do hereby solemnly state that I am proprietor/ partner/ director/ _____ of M/s _____ located _____ which is engaged in the manufacture of _____ and I have been authorized to file the claim of Assistance for technology acquisition with the Department of Industries and Commerce, Haryana.

2. I do hereby affirm that the particulars given in the application are correct. In case any of the statement/ information furnished in the application/ documents later found to be wrong or incorrect or misleading, I do hereby undertake to refund the entire amount of assistance of Rs. _____ (Rupees _____) granted to me alongwith compound rate of interest @12% per annum, besides facing legal action in case facts contained in this application are proved to be wrong at the time of verification/ checking or otherwise at any stage.

Dated:

Signature of the Proprietor/Partner/
Managing Director/Director.
(with seal)

Annexure-III

Certificate from Chartered Accountant in respect of Proof of Expenditure incurred in technology acquisition and about investment in plant & machinery (on a CA letter head)

To whom it may concern

The document & records of M/s with their regd. office at and factory located at and (EM/Udyog Aadhaar No. dated) in respect of the expenditure incurred in technology acquisition (or its equivalent) have been verified, and it is certified that the said company have incurred a total expenditure of Rs. (Rupees) towards technology acquisition from the institutes/agency namely..... as per the following details of payments.

- a.
- b.
- c.

AND

Verified from the books of accounts of above firm that the total investment in plant and machinery (original purchase value) of the unit as on date..... stands as Rs..... (Rupees)

Name & signature of the Chartered Accountant
with stamps & CA membership Number.

Dated

Payment at above should be supported by copies of receipts of payments made to the certification agency duly attested. The payment receipts must indicate the purpose for which the payments have been made to the certification agency.

HARYANA GOVERNMENT
INDUSTRIES AND COMMERCE DEPARTMENT

Notification

The 18th April, 2016

No. 49/43/2015-4IB1.—In pursuance to the provision under Chapter 12 of Enterprises Promotion Policy-2015 notified *vide* No. 49/43/2015-4IB1 dated 14th August, 2015, the Governor of Haryana is pleased to notify the “Patent Registration Scheme” for Micro, Small & Medium Enterprises. The scheme will consist of the following provisions:

1. Objective

Patent is an exclusive right granted by the State/International Agency for an invention that is new, involves an inventive step and is capable of industrial application. It gives its owner an exclusive right to prevent or stop others from making, using offering for sale, selling or importing a product or a process, based on the patented invention, without the owner's prior permission. A patent is a powerful business tool for the companies to gain an exclusive right over a new product or process, develop a strong market position and earn additional revenue through licensing. The State Government intends to promote the regulation of patents among the enterprises and protect their innovation in the era of globalization or secure their rights over their traditional product/process and have, thus, made provision for grant of financial assistance on grant of patent registration.

2. Quantum of Assistance

Reimbursement of 50% of the actual expenses (including filing fees, consultancy fees, search fees and maintenance fees) with a maximum of Rs. 25 lakh for both domestic and international patent registration.

3. Commencement and Applicability

The Scheme shall commence with effect from 15.08.2015 for providing assistance for obtaining patent registration on their products, and shall remain in operation for a period of 5 years. MSMEs which have acquired patent registration after 14.08.2015 and before 14.08.2020 shall be eligible under this scheme.

4. Eligibility Criteria

All MSMEs existing anywhere in the state, which have filed EM Part-II/Udyog Aadhaar Memorandum with respective District Industries Centre shall be eligible under the scheme. The industrial units must also comply with the following conditions:

- (ii) The item of manufacture of the unit should not fall in the restrictive list as notified by the State Government from time to time.
- (iii) The unit should have obtained NOC/CLU from competent authority, if applicable.
- (iv) The unit should be in commercial production.
- (v) The unit should be in regular production at the time of disbursement and the assistance shall not be released to the closed unit.

5. Procedure

- a. Application on prescribed Form (Annexure-I) for the reimbursement of expenses incurred in acquiring patent registration along with listed documents would be submitted to the Director of Industries & Commerce, on the web portal of the Department.
- b. The application would be processed and examined. The deficiencies, if any, would be communicated to the applicant on-line within a period of 10 working days and the applicant would be given a time period of eight weeks to rectify the deficiencies so pointed out.
- c. In case the deficiencies are not removed within the prescribed period, the claim shall be filed by the Competent Authority, under intimation to the party through e-mail. The enterprise shall not be required to submit any additional document other than those specified under Annexure-I without approval of Competent Authority.
- d. The claim application so filed may be reopened with the orders of Principal Secretary Industries & Commerce provided a written request for the same is received within a period of 30 days from the date of rejection of the claim by the designated Competent Authority.

6. Time Limit to apply

An applicant shall forfeit its entitlement for the reimbursement of the expenses incurred in acquiring patent registration, if it does not submit its claim, complete in all respects within three months from the date of patent registration.

7. Competent Authority for sanction

The Director, Industries & Commerce shall be competent authority for sanction of the subsidy within 30 days from the date of completion of the claim.

8. Interpretation/ Relaxation

Secretary, Industries & Commerce, Haryana shall be competent to make interpretation/relaxation of provisions of this scheme.

9. Appeal

Appeal against an order passed by the Competent Authority shall lie with the Principal Secretary, Industries & Commerce, Haryana within a period of 30 days from the date of communication of the order appealed against, the order passed by the Principal Secretary in the appeal shall be final.

10. Penal Action

At any time if it is found that assistance from Government has been availed on the basis of any false information, the applicant shall besides refunding assistance with compound rate of interest @ 12% per annum and facing legal action, will be debarred from grant of any incentives/assistance from the State Government.

DEVENDER SINGH,

Principal Secretary to Government of Haryana,
Industries and Commerce Department.

Annexure-I**Format of Application for Financial Assistance for Patent Registration.****Part-1**

Sr. No.	Description	Details
1	Name of the Applicant (Authorised person of the unit)	
2	Name & factory address of the unit with telephone No. and e-mail	
3	Registered Office address	
4	Category of unit (Micro/ Small/ Medium)	
5	EM Part-II/Udyog Aadhaar No. & Date	
6	Date of commencement of commercial production (As per first sale bill)	
7	Item of manufacture	
8	Constitution of the Unit [Proprietary, Partnership, Pvt. Ltd., Public Ltd., LLP (Limited Liability Partnership)]	
9	Number of patents already filed/granted (National/ International)	
10	Number of Patents filed under this scheme (if any)	
11	Indian Application Filing number: Date of Filing:	
12	Name and Details of Investor(s): Name: Qualification: Age: Designation:	
13	Is R&D for Invention indigenous i.e. developed in House/ Collaborative	
14	If Collaborative, give details of the type of Collaboration	

Part-2 Invention/Patent Information

15	Title of Invention	
16	Brief Description of Invention	
17	Technical/other fields of Inventions	
18	Advantage(s) of Inventions	
19	Novel features of Invention as based on prior art search (Kindly attach a comprehensive prior art search also clearly indicating subject matter on which search was conducted, fields or keywords searched, databases used for the said search and the reference of relevant documents considered relevant to the subject matter of your invention):	
20	Brief description of commercialization plans or commercialization status for the invention. Anticipated revenues from commercializing the invention	
21	Potential markets and the basis for the same	

Part-3 Details of Patent Agent/Attorney

22	Name of Patent Agents/ Attorney Firm	
23	Contact Person and Contact Number	
24	No. of years in handling international patents	
25	Address of the firm	
26	Is the International application already filed? (Yes/ No)	
27	Route of Filing: PCT/ Conventional	
28	Countries Filed or Proposed	

Part-4 Details of Financial Assistance

29	Total amount of expenditure in acquiring patent registration (in Rs.)	
30	Amount of financial assistance claimed @50% of the total actual expenses (in Rs.)	

31. Self attested copies of documents to be attached with the application:

- (i) Acknowledgement of EM Part-II/UAM.
- (ii) Certificate of Incorporation/ Partnership deed.
- (iii) Board resolution/ Power of attorney
- (iv) Change of Land Use (CLU)/ NOC from competent authority, if applicable.
- (v) Copy of first sale bill.
- (vi) Copy of Patent Registration certification.
- (vii) Undertaking/Declaration on non-judicial stamp paper(Annexure-II)
- (viii) CA certificate of Expenditure (in original) giving details (Annexure-III)
- (ix) Copy of the bills raised by certifying agency and proof of payment thereof, product brochures.
- (x) Audited balance sheet of the unit of last year.

Signature of the applicant.
(with seal)

Annexure-II

Undertaking/Declaration (to be submitted on non-judicial stamp paper of Rs. 50/- (Min) duly sworn before a Notary Public (duly affixed with Notarial Stamp; and with Notary Seal & Notary Registration Number) or First Class Magistrate):

I, _____ do hereby solemnly state that I am proprietor/ partner/ director/ _____ of M/s _____ located _____ which is engaged in the manufacture of _____ and I have been authorized to file the claim of Patent Registration with the Department of Industries and Commerce, Haryana.

2. I do hereby affirm that the particulars given in the application are correct. In case any of the statement/ information furnished in the application/ documents later found to be wrong or incorrect or misleading, I do hereby undertake to refund the entire amount of assistance of Rs. _____ (Rupees _____) granted to me alongwith compound rate of interest @12% per annum, besides facing legal action in case facts contained in this application are proved to be wrong at the time of verification/ checking or otherwise at any stage.

Dated:

Signature of the Proprietor/Partner/
Managing Director/Director.
(with seal)

Annexure-III

Certificate from Chartered Accountant in respect of Proof of Expenditure incurred for acquiring Patent Registration and about investment in plant & machinery (on a CA letter head)

To whom it may concern

The document & records of M/s with their regd. office at..... and factory located at and (EM/Udyog Aadhaar No. dated) in respect of the expenditure incurred by acquiring Patent Registration (or its equivalent) have been verified, and it is certified that the said company have incurred a total expenditure of Rs. (Rupees) towards, (including filing fees, consultancy fees, search fees and maintenance fees etc.) in obtaining Patent Registration (Domestic/International) from the certification agency namely..... as per the following details of payments.

Details of payments (Name of certification agency/ org.) amount paid (in rupees)

- (a) Application fee.....
- (b) Consultancy fees
- (c) Search fees.....
- (d) Maintenance fees.....
- (e) Others, if any.....

Total

AND

Verified from the books of accounts of above firm that the total investment in plant and machinery (original purchase value) of the unit as on date..... stands as Rs..... (Rupees)

Name & signature of the Chartered Accountant
with stamps & CA membership number.

Dated

Payment at (a) to (e) above should be supported by copies of receipts of payments made to the certification agency duly attested. The payment receipts must indicate the purpose for which the payments have been made to the certification agency.